

Fall BEDS 2013-2014

District Decision Matrix for Building Administrator Positions

Contract Type (District Contract)	District Title	Duties	BEDS Position	BOEE Administrator Experience	Licensure Required
Administrative	Dean of Students/School Improvement Leaders/etc.	<p>Is ultimately responsible for any one of the following:</p> <ul style="list-style-type: none"> Serves as a building level instructional program leader Coordinates the process and substance of educational and instructional programs Coordinates the budget of the school Provides formative evaluation for practitioners and other persons in the school Recommends or has effective authority to appoint, assign, promote, or transfer personnel and/or supervises instructional staff in a school building Oversees the implementation of local school board's policy in a manner consistent with professional practice and ethics 	Other Administrator, Assistant Principal, Principal, Education Supervisor	Yes	<ul style="list-style-type: none"> PK-12 Superintendent & AEA Administrator PK-8 Principal 5-12 Principal PK-12 Principal/PK-12 Special Education Supervisor PK-K Supervisor Special Education/Early Childhood K-12 Supervisor Special Education/Instruction Director Special Education Supervisor – School Audiologist Supervisor – School Psychologist Supervisor – School Social Worker Supervisor – Speech/Lang Pathologist <p>The licensure required depends on the BEDS position. For example a principal position requires principal licensure.</p>
Administrative	Athletic/Activities Director	Assists in the development and supervision of a school's student activities program.	Other Administrator	Yes	<ul style="list-style-type: none"> PK-12 Superintendent & AEA Administrator PK-8 Principal 5-12 Principal
Non-Administrative	Dean of Students/School Improvement Leader etc.	Is not ultimately responsible for any of the duties mentioned above	School Administrative Support	No	No Licensure required
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Non-Administrative	Dean of Students/School Improvement Leaders etc.	Is ultimately responsible for any one of the following: <ul style="list-style-type: none">• Serves as a building level instructional program leader• Coordinates the process and substance of educational and instructional programs• Coordinates the budget of the school• Provides formative evaluation for practitioners and other persons in the school• Recommends or has effective authority to appoint, assign, promote, or transfer personnel and/or supervises instructional staff in a school building• Oversees the implementation of local school board’s policy in a manner consistent with professional practice and ethics	Other Administrator, Assistant Principal, Principal, Education Supervisor	Yes	<ul style="list-style-type: none">• PK-12 Superintendent & AEA Administrator• PK-8 Principal• 5-12 Principal• PK-12 Principal/PK-12 Special Education Supervisor• PK-K Supervisor Special Education/Early Childhood• K-12 Supervisor Special Education/Instruction• Director Special Education• Supervisor – School Audiologist• Supervisor – School Psychologist• Supervisor – School Social Worker• Supervisor – Speech/Lang Pathologist• Professional Service Administrator The licensure required depends on the BEDS position. For example a principal position requires principal licensure.
Non-Administrative	Athletic/Activities Director	Assists in the development and supervision of a school’s student activities program.	Other Administrator	Yes	<ul style="list-style-type: none">• PK-12 Superintendent & AEA Administrator• PK-8 Principal• 5-12 Principal
Non-Administrative	Athletic/Activities Director	Assists in the supervision of a school’s student activities program.	Coordinator/Department Head	No	<ul style="list-style-type: none">• Must have a valid license.
Non-Administrative	Dean of Students/School Improvement Leader etc.	Is ultimately responsible for any one of the following activities: <ul style="list-style-type: none">• Counseling with students and parents• Consulting with other staff members on learning problems• Evaluating students abilities• Assisting students in making educational and career choices• Assisting students in personal and social development• Providing referral assistance• Working with other staff members in planning and conducting guidance programs for students.	Counselor	No	<ul style="list-style-type: none">• Elementary Guidance Counselor (K-9)• Secondary Guidance Counselor (5-12)• K-8 Counselor• 5-12 Counselor

Administrative	Principal	<p>Is ultimately responsible for any one of the following:</p> <ul style="list-style-type: none">• Serves as an instructional leader,• Coordinates the process and substance of educational and instructional programs• Coordinates the budget of the school• Provides formative evaluation for all practitioners and other persons in the school• Recommends or has effective authority to appoint, assign, promote, or transfer personnel in a school building• Implements the local school board’s policy in a manner consistent with professional practice and ethics• Assists in the development and supervision of a school’s student activities program.	Principal	Yes	<ul style="list-style-type: none">• PK-8 Principal• 5-12 Principal• PK-12 Principal/PK-12 Special Education Supervisor• Superintendent, Principal and Teacher
Administrative	Assistant Principal	<p>Is ultimately responsible for any one of the following in the principals absence:</p> <ul style="list-style-type: none">• Serves as an instructional leader,• Coordinates the process and substance of educational and instructional programs• Coordinates the budget of the school• Provides formative evaluation for all practitioners and other persons in the school• Recommends or has effective authority to appoint, assign, promote, or transfer personnel in a school building• Implements the local school board’s policy in a manner consistent with professional practice and ethics• Assists in the development and supervision of a school’s student activities program.	Assistant Principal	Yes	<ul style="list-style-type: none">• PK-8 Principal• 5-12 Principal• PK-12 Principal/PK-12 Special Education Supervisor• Superintendent, Principal and Teacher

Administrative	Administrator	Coordinates, supervises, or directs an educational program or the activities of other practitioners.	Other Administrator, Supervisor	Yes	<ul style="list-style-type: none"> • Superintendent, Principal and Teacher • PK-12 Superintendent & AEA Administrator • PK-8 Principal • 5-12 Principal • PK-12 Principal/PK-12 Special Education Supervisor • PK-K Supervisor Special Education/Early Childhood • K-12 Supervisor Special Education/Instruction • Director Special Education • Supervisor – School Audiologist • Supervisor – School Psychologist • Supervisor – School Social Worker • Supervisor – Speech/Lang Pathologist • Professional Service Administrator
Administrative	School Administration Manager	<p>The School Administration manager is a strategy designed to change role of principal from managerial leader to instructional leader.</p> <ul style="list-style-type: none"> • Help principal use time/task data to reflect on their practice. • Help principal increase the time they spend as instructional leaders. • Help principal strengthen relationship with teacher, parents and students to improve teaching and learning. • Help principal distribute management responsibilities and work with classified and support staff to keep routine management administration work from pulling the principal away from instruction leadership work. 	Administrator - Other	Yes	Will be effective for 14-15 school year. An Authorization will be issued for this position.
Non-Administrative	School Administration Manager	<p>The School Administration manager is a strategy designed to change role of principal from managerial leader to instructional leader.</p> <ul style="list-style-type: none"> • Help principal use time/task data to reflect on their practice. 	School Administration Manager	No	

		<ul style="list-style-type: none">• Help principal increase the time they spend as instructional leaders.• Help principal strengthen relationship with teacher, parents and students to improve teaching and learning.• Help principal distribute management responsibilities and work with classified and support staff to keep routine management administration work from pulling the principal away from instruction leadership work.			
Administrative	Superintendent	Is ultimately responsible for any of the following: <ul style="list-style-type: none">• Promotes, demotes, transfers, assigns, or evaluates practitioners or other personnel• Carries out the policies of a governing board in a manner consistent with professional practice and ethics. (Iowa Code 272.1(14))	Superintendent	Yes	<ul style="list-style-type: none">• Superintendent, Principal and Teacher• PK-12 Superintendent & AEA Administrator
Administrative	Assistant Superintendent	Is ultimately responsible for any one of the following in the Superintendents absence: <ul style="list-style-type: none">• Promotes, demotes, transfers, assigns, or evaluates practitioners or other personnel• Carries out the policies of a governing board in a manner consistent with professional practice and ethics. (Iowa Code 272.1(14))	Assistant Superintendent	Yes	<ul style="list-style-type: none">• Superintendent, Principal and Teacher• PK-12 Superintendent & AEA Administrator